

**TRABUCO CANYON WATER DISTRICT  
FINANCE/AUDIT COMMITTEE MEETING RECAP  
AUGUST 18, 2009**

**DIRECTORS PRESENT**

Matt Disston, Committee Chair  
Mike Safranski, Committee Alternate

**STAFF PRESENT**

Don Chadd, General Manager  
Hector Ruiz, District Engineer  
Sharon E. Smith, Secretary/Treasurer  
Teresa Teichman, Assistant to the General Manager  
Michael Perea, Special Projects Manager

**PUBLIC PRESENT**

No members of the public were present.

**CALL MEETING TO ORDER**

Committee Chair Disston called the August 18, 2009 Finance/Audit Committee Meeting to order at 7:10 a.m.

**VISITOR PARTICIPATION**

Public comments were announced. No comments were received.

**ORAL COMMUNICATION**

Oral communication was announced. No comments were received.

**COMMITTEE MEMBER COMMENTS**

There were no comments.

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REPORT FROM THE GENERAL MANAGER

No report was provided.

ACTION ITEMS

ITEM NO. 1) FINANCE/AUDIT COMMITTEE MEETING RECAP

The August 5, 2009 Finance/Audit Committee Meeting Recap was presented to the Committee. No changes were made to the Recap.

**Recommendation: The Committee recommended that the August 5, 2009 Finance/Audit Committee Meeting Recap be received and filed by the Board. (Consent Calendar)**

ITEM NO. 2) OTHER MATTERS

Mr. Don Chadd, General Manager, stated that it is necessary to install a second Solar Bee in Dove Lake at this time in order to take approximately 100 acre feet from the lake. The Solar Bee has been ordered and will be brought before the Board on August 19, 2009 as an item too late to be agendaized.

**Recommendation: The Committee concurred with the purchase. (Items too late to be agendaized).**

ITEM NO. 3) STATUS OF SPECIAL ASSESSMENTS

Ms. Sharon Smith, Secretary/Treasurer, briefly reviewed the July 4, 2009 status of the Fiscal Year 2008/2009 Special Assessments. The total collected was 96.4%.

**Recommendation: The Committee received and filed the status report. No action necessary.**

ITEM NO. 4) STATUS REPORT RELATING TO CANYON CREEK PUMP STATION

Mr. Chadd stated that the Orange County Fire Authority identified the need to have a backup generator relating to fire prevention at the Canyon Creek Pump Station. Staff is currently investigating this matter and will provide further information as it becomes available.

**Recommendation: The Committee received and filed the status report. No action necessary.**

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ITEM NO. 5)           TREASURER'S REPORT

ITEM NO. 5A)       PRESENTATION OF JULY 2009 PRELIMINARY STATEMENT  
OF REVENUE AND EXPENSE

Ms. Smith stated that the July 2009 preliminary statement of revenue and expenses includes one-half of the July revenue and expenses. The remainder of the revenue collected in July was accrued to prior year. Revenues are 4.46% of the annual budget guideline. Water sales decreased by about \$20,000 over July of 2008. Factors influencing the decrease are the slightly cooler weather this year, and customers may be conserving water. Sanitation revenues increased due to the purchase of more reclaimed water.

The July 2009 expenses are 5.84% of the annual budget guideline. District services expenses increased due to the addition of one employee, higher overtime pay, and increases in benefit line items. Contracted professional services increased based on bill payment timing issues. The District's pro-rata share of the Local Agency Formation Commission was paid in August of 2008; this year it was paid in July. Likewise, water fixed charges increased. The annual fixed charges for the Santiago Aqueduct Commission and the Municipal Water District of Orange County were paid in August of 2008. Sanitation expenses increased in a number of categories. The South Orange County Wastewater Authority annual budget increased by about \$3,000.00. Additionally, the Air Quality Management District's annual permits were paid in July; during the prior year the permits were paid in August.

**Recommendation: The Committee recommended that the Board receive and file the July 2009 preliminary statement of revenue and expenses. (Consent Calendar)**

5B) BILLS FOR CONSIDERATION

The bills for consideration were presented for the Committee's review.

**Recommendation: The Committee recommended that the Board ratify payment of the August 18, 2009 bills for consideration in the amount of \$177,104.69, as presented. (Consent Calendar)**

ADJOURNMENT

Committee Chair Disston adjourned the August 18, 2009 Finance/Audit Committee Meeting at 7:45 a.m.